



(702) 455-VOTE (8683)
(702) 455-3666 (Spanish)
(702) 455-7871 (Filipino)
711 (TTY/TDD)

www.ClarkCountyNV.gov/Vote

#DontLoseYourVoice
#Vote

Dear Clark County Business and Community Leader:

The Clark County Election Department invites and encourages businesses, non-profits and churches to partner with us for the purpose of supporting the electoral process by providing personnel to serve as poll workers on Election Day.

In addition to serving the community, your organization can also use this opportunity to raise funds. Each organization or business provides personnel to staff a Vote Center. We provide the training. Volunteers may then donate their earnings to your group. Or, if you have a W-9 form on file with the IRS, the Election Department will directly pay your group instead of paying the individuals. By forming a partnership with the Election Department, fundraising efforts are directed toward a worthwhile cause and the public is served by having qualified workers at our Vote Centers.

We encourage you to produce signs or t-shirt with your organization name to post or wear on Election Day. All designs must be approved by the Election Department.

***We look forward to
working with you!***



Clark County Election Department
965 Trade Drive, Suite A
North Las Vegas, NV 89030

RAISE THE VOTE

Joseph P. Gloria, Registrar of Voters



**Fund Raising
Through
Election Volunteering**

PROGRAM CONTACT

Keyshaundra Lighten
702-455-2814 (Phone)
702-455-3151 (Fax)

Keyshaundra.Lighten@clarkcountynv.gov

HOW TO JOIN THE PROGRAM

- Complete an Interest Form. Forms are provided in your packet or are available at:

www.clarkcountynv.gov/election/documents/VRI.pdf

- Provide us a copy of your W-9 form (if any)
- You may email, fax or mail the forms to us.
- Once you receive approval from the Election Dept., you will need to designate a coordinator in your organization who will work with us to implement the program and serve as the point of contact between your group and the Election Dept.
- Your designated coordinator will commit to providing a certain number of volunteers and provide us a list of names.
- In order to work together at the same Vote Center (to the best of our ability), volunteer names must be submitted to the Election Dept. **6 months prior to the election.** Applications submitted after will be accepted but volunteers will not likely work together.
- The Election Dept. will contact your volunteers to schedule the required training.

Requirements for Volunteers

- If 18 years of age or older, must be registered to vote in Clark County
- If 16 or 17 years of age, may still be a poll worker without being registered to vote
- May not be a candidate or a relative of a candidate for nomination or election
- Must attend a training class, which is mandatory and occurs prior to each election
- Must remain non-partisan when working on Election Day
- Must have the skills for the position for which the person is volunteering (See Poll Worker Positions)
- Endure long working hours on Election Day (5:30 am until approximately 8:00 pm)
- Work well as a team member, demonstrate good judgment, communication and people skills

Poll Worker Positions	Skills Required
Laptop Operator Locates voter's name in the system using a laptop, checks in voters including verifying signatures, processes changes of address and other corrections or updates. Pay \$225 Training Class: 6 hours	Good computer skills are required.
Monitor Helps voters navigate the voting machine screens if needed, constantly watches to prevent voters from leaving before properly completing the voting process. Pay \$225 Training Class: 3 hours	Ability to stand and walk around for extended time periods is required (approx. 3 hrs. at a time).
Setup Assistant Go with Team Leaders the day before the election to help with setup, setup and breakdown of voting machines, troubleshoot printers, helps voters navigate the voting machine screens if needed, constantly watches to prevent voters from leaving before properly completing the voting process. Pay \$245 Training Class: 4 hours	2-day position. Must be able to troubleshoot. Ability to stand and walk around for extended time periods is required (approx. 3 hrs. at a time).

